

North Haven Public Schools  
North Haven, Connecticut

**FINANCE AND OPERATIONS**  
**October 10, 2013**

Attendance: Robert Cronin, Superintendent of Schools, Kristine Carline, Director of Finance and Operations, Anita Anderson, Alicia Clapp, Bryan Bogen

**MINUTES**

1. Fiscal 2014 budget report and transfers

Mrs. Carling stated we are in the third month of the school year and are now paying 10 month employees and that is the reason for the rise in expenses. There is a deficit in tuition line. She reported the money we will receive from the state excess cost grant will off sets this. Mrs. Carling also stated that there is also a deficit in the new equipment line, which the security grant we are receiving will cover some of that deficit. Mrs. Carling reported that we are still waiting on the results of the technology grant, which is scheduled to be awarded at the end of October.

Mrs. Carling informed the committee that there is a decline in Open Choice grant because there are less students enrolled in the Open Choice Program at the high school. She stated that we are going to continue to open up more spots at the elementary level to grow the program. North Haven has been awarded approximately \$100,000 more in Title One grant this year. This money will be spent on professional development, curriculum writing, as well as maintaining current positions and instructional supplies.

2. Voluntary benefits

Mrs. Carling informed the committee that she is working on plans with Anthem our current health insurance provider to offer our employees benefits that they can elect on a voluntary basis at their own expense. Some of the types of benefits that we are working on offering are, life and disability insurance, and additional vision coverage. This will be managed by Anthem and at no cost to the district. Mrs. Carling stated that she will continue the rollout of these benefits and update the committee at its completion.

3. Education specifications

Mrs. Carling handed out the Ed Specs of the North Haven Middle School. This is a layout of what is needed to build a new North Haven Middle School. Building Committee has been formed and the Board of Education needs to approve the Ed. Specs after reviewing these documents.

4. Breakfast update

Jill Donnelly and George Sottile updated the Committee on the Breakfast Program, stating that in September there were 1700 breakfasts served district wide and during the first six days in October 713 breakfasts served district wide. Feedback from the parents has been very positive, and they will continue to promote the breakfast program.

5. Contracts- bus and cafeteria:

Mrs. Carling reported that North Haven is going out to bid for the cafeteria contract. She stated that the State has to do the RFP (request for proposal), which is not being done until the end of October, and once the State completes the packet, we can prepare the RFP and put it out to bid.

Bus Contract: we have an option in the contract with M & J to extend their contract for one year, twice. Mrs. Carling highly recommends that we extend their contract for one year explaining that they have been doing a good job with the two tier bussing and communicating any problems/issues with administration. Mrs. Carling stated that this decision has to be made before January, per the contract. Mrs. Carling suggests M & J meet with the administration and a member of the Board to discuss this matter further.

6. Other matters if time allows:

- Town Pool: equipment has arrived and needs to be installed. Question being should it be done in phases or just be done all at one time. The committee recommends it be done all at once.
- New truck needs to be purchase for plowing/leaf services. Phil Diana has a quote for a used truck to be purchased for the amount of \$25,000. There has been some savings in converting oil to gas and it is hopeful to have funds left over from that savings to offset the cost of the new truck.
- Sub Service: Mrs. Carling is still looking into options of remaining with Kelly or hiring our own person to run the sub service. She will be updating the Committee and the Board after she is finished with her investigations.